

**AUBURN URBAN DEVELOPMENT AUTHORITY
MINUTES**

**April 27, 2009
REGULAR SESSION**

The Regular Session of the Auburn Urban Development Authority was held in the Council Chambers, City Hall, 1225 Lincoln Way, Auburn, California on Monday, April 27, 2009 at 6:25 p.m. with Chair Bridget Powers presiding and Secretary Joseph G.R. Labrie recording the minutes.

CALL TO ORDER

ROLL CALL:

Authority Members Present: Kevin Hanley, Bill Kirby, Bridgett Powers

Authority Members Absent: Keith Nesbitt, J. M. Holmes

Staff Members Present: Executive Director Robert Richardson, Authority Counsel Michael Colantuono, Senior Planner Reg Murray, Fire Chief Mark D'Ambrogio, Public Works Director Jack Warren, Engineering Division Manager Bernie Schroeder, Transit Analyst Megan Siren, Administrative Services Director Andy Heath, Administrative Manager Joanna Belanger, Police Chief Valerie Harris

1. **Public Comment**

None

2. **Professional Services Agreement – Stuart & Graham (Affordable Housing Consulting Services)**

Senior Planner Reg Murray introduced the item. He stated that Stuart & Graham have assisted the City since 2006. He said the 2003 Housing Element identified that staff does not have the time or the expertise to do a number of tasks associated with the Housing Element, as well as other housing related items. He said the previous contract with Stuart & Graham has expired. He said staff is recommending a three-year term contract.

Authority Member Hanley said that this appears to be a new item. He said the proposal seems to be an on-call contract. He asked if staff had any idea what the budgeted amount will be for the service. Mr. Murray said that over the three-year period he would estimate twenty to thirty

thousand dollars. Mr. Hanley confirmed that other City commitments in Housing Element could be included in the work scope if necessary.

Council Member Kirby asked if it would be appropriate to set a limit on the contract amount. He asked if there would be reports on how much is being spent on the contract. Mr. Murray advised that the Council could set a limit and/or set up a time for reporting.

Authority Executive Director Richardson advised that he typically approves the uses and makes certain they stay within the general budget guidelines. He said an average cost of \$12,000.00 per year could be included in the contract for a three-year period.

By **RESOLUTION 09-04** authorize the Community Development Director to execute an agreement for affordable housing consulting services between the Auburn Urban Development Authority and Stuart & Graham at no greater \$36,000 for a three-year period and to request an update on their services and monies spent during the annual report on housing during the January-February period. **MOTION: Hanley/Kirby/Approved 3:0 (Absent; Nesbitt/Holmes)**

ADJOURNMENT

Chair Pro Tem Powers, without objection, adjourned the meeting at 6:34 p.m.

Bridget Powers, Chair Pro Tem

Joseph G. R. Labrie, Secretary

**AUBURN URBAN DEVELOPMENT AUTHORITY
MINUTES
June 8, 2009
REGULAR SESSION**

The Regular Session of the Auburn Urban Development Authority was held in the Council Chambers, City Hall, 1225 Lincoln Way, Auburn, California on Monday, June 8, 2009 at 8:35 p.m. immediately following the 6:00 p.m. City Council meeting with Chair J. M. Holmes presiding and Secretary Joseph G.R. Labrie recording the minutes.

CALL TO ORDER

ROLL CALL:

Authority Members Present: Keith Nesbitt, Kevin Hanley, Bill Kirby, Bridgett Powers, J. M. Holmes

Authority Members Absent:

Staff Members Present: Executive Director Robert Richardson, Authority Counsel Michael Colantuono, Administrative Services/Finance Director Andy Heath, Public Works Director Jack Warren, Transit Analyst Megan Siren, Engineering Division Manager Bernie Schroeder, Police Chief Valerie Harris.

1. **Public Comment**

None.

2. **AUDA Minutes**

By **MOTION** approve the minutes of April 13, 2009. **MOTION: Hanley/Nesbitt/Approved by Voice**

3. **Streetscape Phase 1 Project – Bid Award**

Engineering Division Manager Bernie Schroeder advised that staff is recommending authorization of the Public Works Director to execute a construction contract with Cook Engineering for the Auburn Streetscape Phase 1. She explained that it is Phase 1 of a five phase project. She said Public Works is anxious to get started with the project in order to avoid the "shopping season." She said the project will re-align Central Square, create a place for public art and enhance landscaping.

Mayor Holmes asked questions regarding (1) the number of workers the project will employ (2) the duration of the project and (3) coordination of PG&E work with the contractor.

Council Member Hanley asked questions regarding (1) the possibility of cost overruns (2) traffic disruption and (3) the plan for the endurance features.

Council Member Powers asked questions regarding (1) the working day schedule and (2) the largest timeframe impacting businesses.

Council Member Kirby asked if it would be possible to put project information on the City's website to include detours and routes.

By **RESOLUTION 09-05** authorize the Director of Public Works to execute a construction contract with Cook Engineering for the Auburn Streetscape Phase 1 in an amount not to exceed \$2,227,378.62. **MOTION: Nesbitt/Powers/Approved 5:0**

4. **Amendment to Agreement with Foothill Associates for Streetscape Phase 1 Project**

Engineering Division Manager Bernie Schroeder explained that during various stages of the project there have been features that came into the project that made the design challenging. She said Foothill Design always assisted and prepared exhibits and information for public meetings. She said there have been many changes to the contract. She said the City needs to have Foothill Design extend its contract obligations for additional oversight duties, construction meetings and project drawings. She the cost is in line with industry standard. She said staff recommends that the addendum be approved.

By **RESOLUTION 09-06** authorize the Executive Director to execute Addendum No. 6 to the consultant agreement with Foothill Associates for Construction Review and Administrative Services for the Auburn Urban Development Authority's Streetscape Project Phase 1 described in Exhibit A. **MOTION: Hanley/Kirby/Approved 5:0**

ADJOURNMENT

Chair Holmes, without objection, adjourned the meeting at 8:56 p.m.

J. M. Holmes, Chair

Joseph G. R. Labrie, Secretary